

SAVE OUR HERITAGE GRANT CITY OF ST. JOSEPH, MISSOURI 2023-2024 Application

Applications will be accepted from July 1, 2023-July 31, 2023

This is a matching fund grant program, where applicants are required to provide match total request of restoration project cost while the city provides the remaining. Grant funds are limited for use for external repairs and restoration of historic structures.

APPLICANT INFORMATION

Name: _____

Phone: _____ E-mail: _____

Mailing Address: _____

PROJECT INFORMATION

Project Property Address: _____

Total Project Cost: _____

Amount of Save Our Heritage Grant funds requested: _____

APPLICATION MATERIALS

The application packet must contain the following (grant request will not be considered until all materials have been submitted):

1. Project Narrative: Using additional sheets provide:

- A. **Project Description:** Provide a detailed project description including a detailed scope of work (description of proposed work, estimated timeline, list of materials [indicate if the materials are historically appropriate], project budget, photographs/drawings if applicable).

- B. Project Benefits:** Provide a narrative describing how the grant project will benefit the project property, the neighborhood/district, and the city of St. Joseph. The narrative should include (but not be limited to) the importance of the structure (either individually or as part of the neighborhood) to the cultural heritage of the city, ways in which the project furthers efforts toward creating a more “green” and sustainable community, and if the project is an example of adaptive reuse.

2. Bids:

Attach three (3) current bids for each element of the scope of work or documentation stating that the work is to be performed by the Applicant.

3. Photographs:

Include “before” photographs of the project building. Photographs should include clear views of each side of the structure as well as photos detailing areas that the Save Our Heritage project will impact (ie. if you are requesting funds for the rebuilding of the front porch, provide photos clearly showing the current condition of the porch).

4. Supporting Documents:

- A. Property Deed with the legal description of the property
- B. Proof that all property taxes are paid and current
- C. Proof of property and liability insurance
- D. Proof of matching funds

Submit completed application to:

Historic Preservation Planner
City of St. Joseph
1100 Frederick Ave., Room 107
St. Joseph, MO 64501

For any questions contact:

Kim Schutte, Historic Preservation Planner
(816) 271-5349
kschutte@stjosephmo.gov